



## FOOTHILLS GATEWAY, INC.

### BOARD OF DIRECTORS MEETING

September 19, 2017

#### Present

John Haley  
Katie Fahrenbruch  
Susie Trethewey  
Mark Durand  
Doris "Punkie" Whitely  
Romie Tobin  
BJ Russell  
Mikel Zimmerman  
Linda Drees

#### Excused

Tracy Katz  
Jim Disney

#### Absent

#### Guests

Brad March

#### Staff

Erin Eulenfeld  
Diana Foland  
Debbie Lapp  
Carla Conrardy  
Shauna Poquette  
Brandee Boice-Street

President John Haley called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:00pm and welcomed guests.

#### **OPEN FORUM:**

John Haley invited guests to speak.

- No guests were present to speak.

#### **PRESENTATIONS:**

- **Health Services – Shauna Poquette, R.N.:** Shauna gave a presentation on what services she and Molly provide both to staff of FGI and Individuals in services. Shauna was available for questions.

#### **CONSENT AGENDA:**

- Approval of August 15, 2017 Board Meeting Minutes
- Approval to serve donated alcohol at Staff Appreciation Event – Oct. 17th

**M-S-C (Haley/Durand) Approve the consent agenda consisting of the August 15, 2017 Board Meeting Minutes and Approve the serving of donated alcohol at the Staff Appreciation Event on Oct. 17<sup>th</sup>**

#### **FINANCIAL REPORT:**

Carla Conrardy presented the unaudited statement of financial position for the month ending August 31<sup>st</sup>, 2017, noting the financial highlights.

**M-S-C (Russell/Zimmerman) Accept and approve the preliminary financial report for the two months ending August 31<sup>st</sup>, 2017.**

The above minutes are tentative until voted on and approved at the following month's board meeting.

**OLD BUSINESS:**

- **Notice of Pending Executive Level Vacancies Policy/Procedure** – John reported to the Board that our representative at the Employers Council reviewed the previously presented policy and they proposed some changes that are included in the new handout tonight.

**M-S-C (Haley/Durand) Accept and approve the policy as amended.**

- **Chief Administrative Officer Position Update** – Deferred to Executive Session.

**NEW BUSINESS:**

- There was no new business

**EXECUTIVE TEAM UPDATES:**

- **Erin Eulenfeld** – Erin shared the changes to the Crisis Pilot for the third year and the creation of the START track: Systemic Therapeutic Assessment Resources Treatment. Reni Moreno will be the START coordinator and will be doing a presentation to the Board in the near future. Erin also shared the interaction with Alliance in regards to their proposed board representation and other issues. Erin and Debbie will be attending an additional Alliance Meeting in Steamboat Wednesday and Thursday. Erin also shared the results of the Source America audit. John requested a copy of the audit (certificate) that can be shared on the website.
- **Diana Foland** – Diana shared the new requirements added to the State Transparency Bill and the efforts by FGI to meet all requirements. Diana also shared that Transparency Bill SB 16-038 states that Performance Audits will be done on all CCB's by the State Auditor within a 5-year period. Diana reported that she received a call stating that a letter would be coming out soon providing additional details on how these audits will be conducted. There will be a high-level audit of all CCB's completed by December 2018. Any issues arising from the high-level audits may generate individual audits of the CCB in question. Diana also reported that the annual financial audit of FGI will be presented by Cal Logan at the October Board Meeting. Diana shared information on the upcoming Legislative Forum and the Game Show Spectacular as well as ongoing Community Outreach activities.
- **Debbie Lapp** – Debbie L reported on the YMCA Camp that was held last weekend. Debbie L also shared information on the PCT training by Julie Mellette. Debbie L reported that there would be PCT Training for the partners of the "No Wrong Door" Pilot held at FGI on October 2.

**COMMITTEE REPORTS:**

- Executive Committee** – John reported the committee met on September 8, 2017 and discussed the agenda for Board Meeting, the Executive Team Updates given above, and the Proposed New Policy – "Executive Director Vacancy".
- Fiscal and Property Committee** - Mark Durand reported the committee met on September 19, 2017 and discussed the designation of some donated funds and other thoughts on Investments.

**M-S-C (Haley/Durand) Approve the designation of donated funds as recommended by the Fiscal and Property Committee.**

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- C. **Legislative Affairs Committee** – Erin reported the committee did not meet this month. The next Legislative Affairs Committee meeting will be held in November.
- D. **Joint Resource Committee** – Susie reported the committee has not yet met this month and is scheduled to meet on September 27<sup>th</sup>.

**OTHER:**

**EXECUTIVE SESSION:**

**M-S-C (Fahrenbruch-Whitely) Unanimously approved convening an Executive Session at 7:58 pm to discuss a personnel matter and receive legal advice.**

Pursuant to C.R.S. §25.5-10-209(2)(b)(IV) subsections (B) and (G) and the corporate bylaws at Article II section 7 (b) and (g) to receive legal advice and to discuss personnel matters specifically related to filling the vacancy on the executive management team.

**M-S-C (Whitely-Durand) The board voted unanimously to come out of Executive Session and reconvene the regular meeting at 8:10 pm.**

Mr. March stated for the record that no action was taken by the board and confirmed that discussions in executive session were limited to the receipt of legal advice and personnel matters as allowed by state law and the corporation's bylaws.

**M-S-C (Durand-Whitely) Move that the Board offer the position of Chief Administrative Officer to Debbie Klein to start training on October 1, 2017 and be effective in full force on January 1, 2018.**

**ADJOURNMENT**

**M-S-C (Russell-Zimmerman) Adjourn the meeting at 8:13 pm.**

Respectfully submitted by,

*Katie Fahrenbruch*

Katie Fahrenbruch, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.  
Board of Directors is October 17, 2017 at 7:00 pm.**

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